

**HALL MEMORIAL LIBRARY
BOARD OF TRUSTEES' MEETING
March 12, 2013**

MAR 26 2013

TOWN OF ELLINGTON
TOWN CLERK'S OFFICE

- I. Chair John Halloran called the regular meeting of the Hall Memorial Library Board to order at 8:00 PM. Members present were Mary Clements, Peter Nickerson, Janet Wieliczka, Jeanne Zulick, Patricia Grundman, Assistant Library Director and Children's Librarian, and Susan Phillips, Library Director. Mary Blanchette was absent. Marcia Downs was present as Recording Secretary.
- II. Citizen's Forum – There were no citizens present at this meeting.
- III. Approval of Minutes of the February 2013 Meeting – The minutes were reviewed by members present and were unanimously approved as submitted (Clements/Wieliczka).
- IV. Treasurer's Report – Marcia Downs circulated the Treasurer's Report for the month of February 2013. The report was reviewed by the members present.
- V. Current Year Budget – A copy of the current year-to-date budget was reviewed.
- VI. Library Director's Report – Susan Phillips distributed copies of the Library Director's Report dated March 12, 2013. The report was read and discussed, and under the category of personnel, it was noted that former employee Lindsey McKeegan has returned to work to fill the hours vacated by the changes made to the staff.
- VII. Friends of the Library Report – Peter Nickerson reported that the proceeds from this past book sale were the greatest amount that was ever earned, approximately \$2600.00. Also, the donation of \$7500.00 to the Library from the Friends for museum passes and WiFi was noted.
- VIII. Old Business – By- Laws – A motion was made (Clements/Wieliczka) and unanimously approved that the review of the most recent By-Laws is complete and that there are no changes for the current year. – Long Range Planning – It is time to consider the next Long Range Plan, and to begin this process a survey has been sent in the latest copy of the town newsletter. The responses will be reviewed and implemented.
- IX. New Business – None.
- X. Director's Concerns – Parking in the library lot is compromised by the patrons from St. Luke's church using the lot during library hours, leaving no spaces available for library patrons. Jeanne Zulick said that she would speak to the appropriate person at the church to notify the parishioners about the parking rules. Also, Mary Clements suggested placing a notice about the parking issues in the Church Bulletin. A discussion followed about putting up signs to prohibit non-library parking when the library is open. Also, at this time, Mary Clements mentioned that the gift certificate from the Board to honor the retirement of Gail Avino has not yet been purchased, and that she would do that, and have the Board sign a card for her at the next meeting.
- XI. Correspondence – None.
- XII. Adjournment – The meeting was adjourned at 9:15 PM (Clements/Nickerson), with a unanimous vote.

*Respectfully submitted,
Marcia H. Downs*